



Townsend Council Workshop Minutes

June 17, 2020 @ 7:00 pm

Per the Governor's request, all scheduled meetings will be held via electronic means. Residents will be able to view documents posted to the meeting tab on the Town website at www.townsend.delaware.gov or by joining the meeting via computer.

Those wishing to attend may dial 1(301)715-8592. When directed, provide following meeting ID 82764217575# and then the following password 361631# to enter the meeting.

If you choose to access the meeting online Join the online meeting:

I. Call to Order

- a. Opening Ceremonies
- b. Roll Call:
 - i. The following Council and staff were present: Mayor T. McDonald, Councilman E. Dugan, Councilman A. Franco, Councilman S. Lobdell, Town Manager A. Mangeri, Town Clerk A. Tantillo.
 - ii. Councilman P. Miller was absent.
- c. Pledge of Allegiance: Skipped for electronic meeting
- d. Recognition of Visitors: No visitors in attendance

II. Announcements: No announcements

III. Additions and Deletions to published Agenda: No additions or deletions.

IV. Approval of Minutes

Approval/ Rejection of Council Minutes 06/04/2020: CM Lobdell made a motion, CM Franco seconded the motion to approve minutes. Vote: (CM Dugan-Yea, CM Franco-Yea, CM Lobdell-Yea) Motion Passed.

V. Mayor's Report

The Annual Comprehensive Report was sent to Council for review, for comments to be made at the next regular Council Meeting.

VI. Reports

- a. State Police:

Lt. Lloyd to provide a report at the next Council Meeting
- b. Town Attorney Fred Townsend III:

No questions from Council to the Town Attorney
- c. Town Engineer Edwin Van-Otoo:

No questions for the Town Attorney

d. Town Manager Anthony S. Mangeri:

- i. Letter for waiver of bonding requirement for the first 2 phases at Woods at Hidden Creek.

Town Manager Mangeri discussed the request for a waiver of the bonding requirement for the first two phases for the Woods at Hidden Creek and asked the Mayor and Council how he should proceed. The Town Mayor and Council held a discussion with TM Mangeri about how to move forward and decided that they would hold off on a vote until the Town Manager has the opportunity to meet with the representatives from the Woods at Hidden Creek, with the Mayors presence requested to negotiate and then at the next Council Meeting, the TM will have a resolution for Council to vote on to address this request.

- ii. Discussion of Pavilion Rentals for the remainder of 2020.

TM Mangeri discussed the Town still has Pavilion Rentals closed through the end of July and that August requests are beginning to come in. With guidance against large gatherings and no more than 25 people, the Pavilion will remain closed through July 31st, 2020. Additionally, the Park playground in accordance with the Governor's Office and the Basketball Court and Skate Park will remain closed. Concerns of Youth Sports as they travel throughout the state. Baseball and Sports Clubs wishing to use the Town Park's baseball field are required to contact the TM and will be required to sign a waiver and must adhere to CDC and state guidelines.

VII. Committee Reports

- a. Finance: Chair Mayor Thomas McDonald – Co-Chair CM Edgar Dugan

A request was made for The Mayor to report on his meeting with the Town's Financial Advisor on the next agenda.

- b. Human Resources: Chair CM Patrick Miller

No report.

- c. Public Works: Chair CM Edgar Dugan – Co-Chair CM Scott Lobdell

No report.

- d. Land Use & Development: Chair CM Scott Lobdell Co-Chair CM Edgar Dugan

First reading of Ordinance to modify Chapter 66 of the Townsend Code of Ordinances.

1. TM Mangeri announced that on July 1st, 2020 at 6:30 p.m., there will be a Public Hearing before the Town Council Meeting at 7:00 p.m., to discuss the Ordinance to modify Chapter 66 of the Townsend Code of Ordinances.
2. TM Mangeri provided the First Reading of Ordinance 2020-004, an Ordinance to amend the Chapter 66, Zoning, of the Townsend Code of Ordinances.
3. TM Mangeri that a public hearing was held and the Planning Commission endorsed the changes. The TM will ask Troy Geiger for the Planning Commission letter regarding this Ordinance.

- e. Veterans Committee: Chair CM Patrick Miller – Co-Chair Anthony Franco.

No report.

- f. Public Safety: Chair CM Patrick Miller - Co-Chair CM Anthony Franco

No report.

- g. Community Relations: Chair CM Patrick Miller - Co-Chair CM Antony Franco
No report.
 - h. Parks & Recreation: Chair CM Scott Lobdell- Co-Chair CM Patrick Miller
CM Lobdell requested a COVID-19 update for the next Town Council Meeting Agenda and will provide an update on Pavilion Rentals at that time.
- VIII. Citizens Comments & Participation
No Citizens comments or participation
- IX. Adjournment
 - a. Prior to adjournment, TM Mangeri reminded the Mayor and Council that the Candidate Solicitations close tomorrow, June 18th, 2020 at 4:00 p.m. and that TM Mangeri will follow up at the next Council Meeting with results from the Candidate Solicitations.
 - b. The Meeting Adjourned at 7:25 p.m.

Please note that this is a Council Workshop. The main function is to set the agenda and prepare for the next Town Council meeting. Some business may be conducted by Council if required.